

ODP 821-77

25 MAY 1977

MEMORANDUM FOR: Director of Logistics

ATTENTION : Chief, Procurement Division
Director of Data Processing

SUBJECT : Requirements Study for ODP User's Terminal

REFERENCES : a. Memo to D/ODP fm D/OL dtd 16 March 1977,
Subject: Electronic Data Display Terminals
b. Memo to DD/P, DD/A, C/SPS, C/MS fm D/ODP
dtd 8 April 1977, Subject: Charter for
Terminal Requirements Working Group
c. Schedule of Terminal Requirements Working
Group

1. The purpose of this memorandum is to inform you of our plans and progress towards developing an RFP for an Agency standard electronic data display (CRT-type) terminal.

2. Reference a. (attached) quotes a recommendation made by the Agency Contract Review Board on 9 March while hearing a case for sole source procurement of Delta Data terminals for ODP and NPIC. The major part of that recommendation, repeated here for convenience, is "The Board strongly recommends that the Office of Data Processing immediately initiate preparation and completion of functional performance specifications, in coordination with all user elements of the Agency, to enable future procurements of visual display terminals to be conducted on a fully competitive basis." On 8 April 1977, in response to this recommendation, I chartered a Terminal Requirements Working Group and appointed [redacted] of my Office as Chairman (reference b attached). This Group will collect Agency-wide functional requirements for the period FY-78 through FY-83. Our objective is to establish the specifications for a standard Agency terminal, which can be readily procured on a competitive basis, to satisfy requirements common to major users such as ODP, DDO, NPIC, and DDI/SAFE. Requirements that cannot be satisfied by a standard terminal will be thoroughly documented and justified for separate procurement.

3. The Working Group is making progress. On 13 April 1977, [redacted] Group Chairman, invited all Agency ADP Control Officers to provide representatives to the Group. Response was excellent. [redacted] is representing your component. The Group met on 29 April to develop plans to accomplish their objective. I have attached a copy of their schedule (reference c). This schedule calls for the primary product of the Group, a Terminal Requirements Report, to be published in October 1977. This report will be used by ODP and OL personnel to write an RFP for competitive procurement of a standard terminal. I will make sure you get a personal copy of this report.

4. I am pleased with the cooperation and help we are receiving throughout the Agency on this project and I am particularly grateful for the help we are getting from your people. Please let me know if you want more information on this subject. I will keep you informed of the Group's progress.

[redacted]
Clifford D. [redacted], Jr.

Atts: a/s

cc: C/MS/ODP
DD/A/ODP
DD/P/ODP
DC/DD/ODP